

**VENDOR REGISTRATION FORM**

VENDOR # \_\_\_\_\_

City of Cocoa Beach, 2 S Orlando Avenue, Cocoa Beach, FL 32931-2430

P: 321-868-3241 ALT P: 321-868-3259

[finance@cityofcocoabeach.com](mailto:finance@cityofcocoabeach.com)

Company Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Occupational License (s):	Number:	Expiration Date:
City:		
County:		
State:		
Taxpayer Identification Number (MANDATORY):		
<b>Type of Business &amp; Organization</b>		
<input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Manufacturer		

**This company is registered in Sunbiz.org** (registered in state of FL)

- Yes  
 N/A (if registered out of state)

Accounts Receivable Contact Information	
Name:	Phone:
Email:	
Purchase Order Contact Information	
Name:	Phone:
Email:	

**Method of Payment E-Pay or Check**

The City of Cocoa Beach offers a virtual payment card program. We offer a program to streamline the payment process for our vendors. If you currently accept payment/credit cards, we would like to begin paying you using the SunTrust Payment Card. **Receive your money instantly!**

- ✓ We provide you with the card information.  
✓ We send you an email remittance notification detailing the invoices and the amounts.  
✓ You will process the card.

**Please check which payment option you would prefer.**

E-Pay

Check Only



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Certification: Under penalty of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number and
2. I am not subject to backup withholding because:
  - a. I am exempt from backup withholding or,
  - b. I have not been notified by Internal Revenue Services (IRS) that I am subject to backup withholding as a result of failure to report all interest or dividends, or
  - c. The IRS has notified me that I am not longer subject to back withholding and
3. I am a U.S. person (including a U.S. resident alien).

Signature:	
Title:	
Date:	

